



## **MONTANA STATE HOSPITAL POLICY AND PROCEDURE**

### **LICENSED INDEPENDENT PRACTITIONER ON CALL COVERAGE**

**Effective Date:** June 3, 2014

**Policy #:** MS-02

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- I. PURPOSE:** To provide psychiatric and primary care physician coverage after hours, holidays, and weekends.
- II. POLICY:** The Medical Director or designee will prepare and maintain a schedule for members of the medical staff to provide on-call services. Ordinarily, the schedule will provide for both a licensed independent practitioner (LIP) and a primary care physician to be on call. However, there may be times when only a LIP or only a primary care physician will be on call.

Compensation is provided for on-call services in the form of additional pay or compensatory (comp) time. Physicians are compensated at a rate of four (4) hours for a weeknight and eight (8) hours for a weekend day or holiday. Nurse Practitioners are compensated at a rate of six (6) hours for a weeknight and twelve (12) hours for a weekend day or holiday. Pay is at the LIP's normal hourly rate. Comp-time must be accumulated and used in accordance with state personnel practices.

### **III. DEFINITIONS:**

- A. On Call Hours: Weekdays – 4:30 p.m. to 8:00 a.m. next morning. Weekend days and Holidays – 8:00 a.m. – 8:00 a.m. next day.

### **IV. RESPONSIBILITIES:**

- A. The Medical Director or the designee will prepare an on-call schedule and forward it to the Administrative Assistant to Clinical Services for typing/printing.
- B. On call schedule will be provided to the Administrative Assistant to Clinical Services no later than the 15<sup>th</sup> of each month.
- C. The Administrative Assistant to Clinical Services is responsible for making sure that each member of the medical staff, nursing unit and operator gets a copy of the printed schedule no later than three (3) days prior the start of the on-call schedule.
- D. Members of the Medical Staff are responsible for responding to call per this policy.

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#### V. PROCEDURE:

- A. The primary care practitioner assigned to on-call coverage will be available at all times while on call and capable of responding by telephone within fifteen (15) minutes and, when necessary, in person within sixty minutes.
- B. The LIP assigned to on-call coverage will be available by telephone within fifteen (15) minutes and, when necessary, be physically present within sixty (60) minutes, to personally attend to the patient.

#### VI. REFERENCES: Licensure Standards 482.62(c)

#### VII. COLLABORATED WITH: Medical Staff, Administrative Assistant to Clinical Services.

#### VIII. RESCISSIONS: #MS-02, *Physician On-Call Coverage* dated August 11, 2010; #MS-02, *Physician On-Call Coverage* dated October 7, 2007; #MS-02, *Physician On-Call Coverage* dated August 22, 2006; #MS-02, *Physician On-Call Coverage* dated March 31, 2003; MSH Policy #MS-02, *Physician On-Call Coverage* dated February 14, 2000; HOPP #MS-01-96-N, *Physician On Call Coverage*, dated November 1, 1996.

#### IX. DISTRIBUTION: All hospital policy manuals.

#### X. ANNUAL REVIEW AND AUTHORIZATION: This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review (Attachment B) per M.C.A. § 307-106-330.

#### XI. FOLLOW-UP RESPONSIBILITY: Medical Director

#### XII. ATTACHMENTS: None

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John W. Glueckert                      Date  
Hospital Administrator

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Thomas Gray, MD                      Date  
Medical Director